

**HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
WORK AUTHORIZATION 16-02  
October 6, 2016  
PROJECT NO.: TBI NO. 2119-1602**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

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**Description of Work Authorized:** Construction administration services and inspection for the Extension of Runway 21 and Taxiways 'A' and 'F', Taxiway 'F' Infield Drainage Improvements, removal of trees along the west side of the Airport in various locations, re-alignment of the existing Hilton Head PSD sewer force main, and the demolition of the structures at 154 Beach City Road and 160 Beach City Road. Services in include:

- **Construction Administration** – this includes providing professional construction contract administration services during the construction contract. This includes conduct Preconstruction Conference and transmit meeting minutes, review of submittals/shop drawings, site visits during construction, conduct progress meetings and transmit meeting minutes, answer questions and review Contractor change requests during construction, process Contractor pay requests during construction, conduct final inspection and transmit punch list items, prepare record drawings and coordinate final improvements with FAA, final Engineer's Report, project closeout documents.
- **Quality Assurance Testing** – this includes subconsultant providing materials testing services required by the FAA during construction for quality assurance and acceptance. This primarily includes testing of soils for moisture and compaction, compressive strength of concrete placed during construction, testing of crushed aggregate base course for moisture and compaction, and testing of asphalt pavements.
- **Resident Project Representative** – this includes providing resident project representative (construction observation) services required by the FAA during construction. This primarily includes providing a full-time resident construction observer while the Contractor is onsite working to observe the Contractor's work activities and finished work. This project also has nighttime runway closures from 9pm-6am for all work within the runway safety area. A second-shift resident construction observer will be present when the Contractor is working during these scheduled nighttime runway closures to observe the Contractor's work activities and finished work, and to verify that the runway can be re-opened to air traffic each morning after a scheduled runway closure. The resident construction

observer will also verify quantities of completed work by the Contractor that are eligible for inclusion on each Contractor pay request.


- **Phase I 18B Survey** – this includes one survey completed in accordance with FAA AC 150/5300-18B. This survey will be an as-built survey of the approach surfaces (20:1 and 30:1 combination to the proposed Runway 21 and Runway 3 landing thresholds) for new instrument approach procedure development by the FAA Flight procedures office. An AutoCAD file will be provided of the completed as-built survey and the required statement of work, imagery files, and data files will be uploaded upon completion to the FAA AGIS website in accordance with FAA AC 5300-18B.

**Estimated Time Schedule:** Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

**Cost of Services:** The method of payment shall be in accordance with Article 6 of the Master Contract. The basic services work shall be performed in accordance with the Master Contract as a lump sum of \$182,066.05, which includes reimbursable expenses. Special Additional Services shall be performed as listed below with a budget of \$881,538.00. The total value of this Work Authorization shall not exceed \$1,063,604.05 without additional authorization

**Agreed as to Scope of Services, Time Schedule and Budget:**

**APPROVED:**  
BEAUFORT COUNTY


  
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*County Administrator*  
Title

*11/28/2016*  
Date:

*Caryl Harris*  
Witness:

**APPROVED:**  
TALBERT, BRIGHT & ELLINGTON,  
INC.

  
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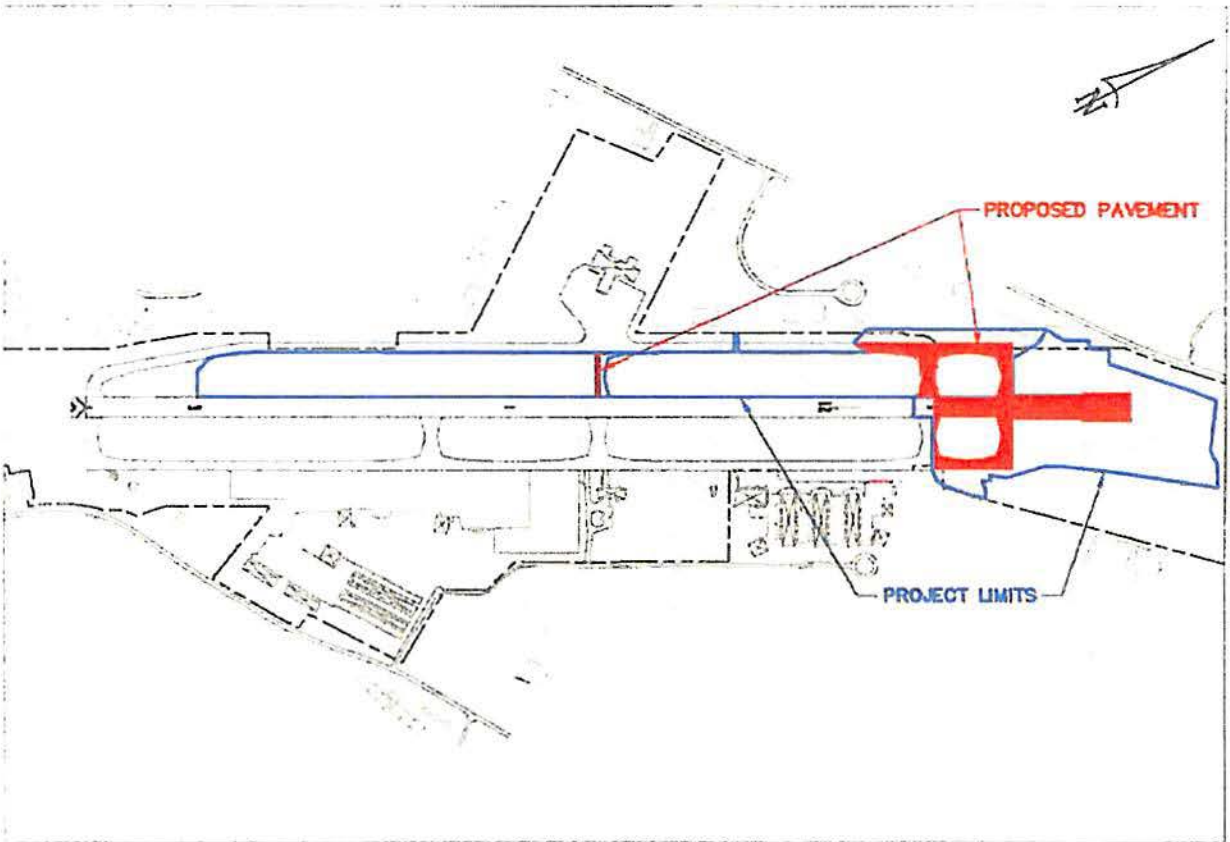
Vice President  
Title:

*11/15/16*  
Date:

*Susan P. Johnson*  
Witness:

Talbert, Bright & Ellington, Inc.

Work Authorization 2119-1602



**SUMMARY OF FEES  
 RUNWAY 21 EXTENSION SCHEDULES A AND B COMBINED  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA**

**AIP GRANT 1-43-0030-039-2016  
 CLIENT PROJECT NO.  
 TEI PROJECT NO. 2119-1602**

**October 6, 2016**

DESCRIPTION	ESTIMATED COST
<b>BASIC SERVICES</b>	
CONSTRUCTION ADMINISTRATION PHASE (06)	\$ 162,565.00
<b>SPECIAL SERVICES</b>	
EXPENSES	\$ 19,501.05
RESIDENT PROJECT REPRESENTATIVE - NTE	\$ 525,728.00
<b>SUBCONSULTANTS</b>	
QUALITY ASSURANCE TESTING - NTE	\$ 279,910.00
PHASE I I&B SURVEY - NTE	<u>\$ 75,900.00</u>
SPECIAL SERVICES SUBTOTAL	\$ 901,039.05
<b>TOTAL CONSTRUCTION PHASE</b>	<b>\$ 1,063,604.05</b>

**MANHOUR ESTIMATE  
 RUNWAY 21 EXTENSION SCHEDULES A AND B CONTINUED  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA**

AIP GRANT 3-45-000-019-2016  
 CLIENT PROJECT NO  
 TH PROJECT NO 2119-1602

October 6, 2016

**CONSTRUCTION ADMINISTRATION PHASE (04)**

DESCRIPTION	PRIN	PM	E4	E4	E1	T5	ADJ
	\$ 173	\$ 164	\$ 147	\$ 112	\$ 72	\$ 98	\$ 76
Develop project scope/contract	4	4	0	0	0	0	3
Prepare contract docs and R/C plans	0	5	16	0	0	12	16
Coordinate award of contract	3	4	0	0	0	0	2
Coordinate with subcontractors	4	24	8	0	0	4	14
Coord./conduct pre-conc	0	18	0	0	0	0	2
Pre-conc. minutes	0	4	0	0	0	0	3
Coordinate/revise project schedule	4	4	0	0	0	0	0
Coordinate/revise schedule	0	48	24	0	0	8	12
Construction video/Progress logs	24	264	24	0	0	0	28
Construction reports/Log sheets	5	72	8	0	0	0	12
Review/coordinate field changes	12	34	24	0	0	12	16
Review QA Test Results/protocols	2	44	0	0	0	0	7
Construction correspondence	16	64	16	0	0	0	16
Process requests for partial payment	0	52	0	0	0	0	12
Final inspection/punchlist	3	10	0	0	0	0	4
Final Engineer's Report	0	8	4	0	0	0	4
Develop record drawings	0	16	32	0	0	16	2
<b>MANHOUR TOTAL</b>	<b>71</b>	<b>673</b>	<b>156</b>	<b>0</b>	<b>0</b>	<b>64</b>	<b>139</b>

**DIRECT LABOR EXPENSE:**

CLASSIFICATION	BILL RATE	EST AMTS	EST COST
Principal	PRIN \$	173	71 \$
Project Manager	PM \$	164	673 \$
Engineer VI	E6 \$	147	156 \$
Engineer IV	E4 \$	112	0 \$
Engineer I	E1 \$	72	0 \$
Technician V	T5 \$	98	64 \$
Admin. Assistant V	ADJ \$	76	139 \$
	<b>Total</b>	<b>1,163</b>	<b>1,022,561.00</b>

**DIRECT EXPENSE:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST COST
Postage	LS	\$ 200	2	\$ 400.00
Copying	LS	\$ 500	2	\$ 1,000.00
Reproduction-Std. for Const.	LS	\$ 1,000	2	\$ 2,000.00
Reproduction-Air Bulk	LS	\$ 500	2	\$ 1,000.00
Miscellaneous expenses (prints, files, copies)	LS	\$ 200	2	\$ 400.00
Hotel	LS	\$ 150	39	\$ 5,850.00
Mileage	M	0.443	19,890	\$ 8,831.65
<b>SUBTOTAL</b>				<b>\$ 14,561.65</b>

**SCOPE OF SUBCONTRACTED SERVICES:**

EXPENSE DESCRIPTION	UNIT	EST UNITS	EST COST
Quality Assurance Testing - NTE	\$178,910.00	1	\$ 178,910.00
Phase I IIR Survey - NTE	\$71,900.00	1	\$ 71,900.00
<b>SUBTOTAL</b>			<b>\$ 250,810.00</b>

**TOTAL PHASE 4: \$ 250,810.00**

**MANHOOR ESTIMATE  
 RUNWAY 21 EXTENSION SCHEDULES A AND B COMBINED  
 BELTON HEAD ISLAND AIRPORT  
 BELTON HEAD ISLAND, SOUTH CAROLINA**

**AIP GRANT 3-03-0030-039-3010  
 CLIENT PROJECT NO:  
 TBI PROJECT NO. 2119-1602**

**October 4, 2016**

**RESIDENT PROJECT REPRESENTATIVE (PHASE #1)  
 CONTRACT TIME CALENDAR DAY: 215**

DESCRIPTION	RFR \$ B0
Project review/Preconstruction Conference	10
Site mobilization	4
On site inspection	4,976
Final inspection	10
Follow up inspection	134
Site demobilization	4
<b>MANHOOR TOTAL</b>	<b>5,334</b>

**DIRECT LABOR EXPENSE:**

CLASSIFICATION		BILL RATE	EST AMT	EST COST
RESIDENT ENGINEER	RFR	\$	\$ 5,334	\$ 438,720
			Total	5,334
<b>SUBTOTAL</b>				<b>\$ 438,720.00</b>

**DIRECT EXPENSE:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST COST
Telephone	LS	\$ -	0	\$ -
Postage	LS	\$ -	0	\$ -
Miscellaneous expenses (prints, books, copies)	LS	\$ -	0	\$ -
Travel	LS	\$ -	0	\$ -
<b>SUBTOTAL</b>			<b>0</b>	<b>\$ -</b>

**PER DIEM:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST COST
DAILY PER DIEM	PD	\$ 208	476	\$ 99,168
			Total	476
<b>SUBTOTAL</b>				<b>\$ 99,168.00</b>

**TOTAL PHASE #1: \$ 538,728.00**